

Occupant Emergency Plan

501 School Street, SW

Washington, D.C. 20024

Federal Agencies:

USDA, Office of Outreach

USDA, Human Resources Training Division

USDA, Conflict Prevention & Restoration Center

USDA, Office of the Chief Financial Officer

HUD, Grants Management Center

MAR 2002

Emergency Telephone Numbers

Building Command Center _____

Alternate _____ Off-site _____

Building Manager Albert Rivera (202)554-3715

Fire Department 911

Police:

Federal Protective Service (202)708-1111

Local Police Department 911

Bomb Disposal:

Military _____

Local Police 911

Hazardous Materials Information:

CHEMTREC: 800-424-9300 (from Washington, DC, 483-7616)

(Also list numbers of state and local agencies, local number for Environmental Protection Agency, and poison control centers.)

Utilities:

Gas Washington Gas (202)783-0515

Electric PEPCO (202) 833-5000

Water WSSC (301)206-8000

Telephone AT&T (202)785-1083

Emergency Telephone Numbers (continued)

Medical, On-Site:

Health Unit USDA Health Unit (202)720-3281 or GSA 7th & D St. SW, (202) 708-6703

Doctors n/a

Nurses n/a

First Aid/CPR n/a

(See also Floor Team lists)

Medical, Off-Site:

Hospital.

Ambulance 911

Doctors

Paramedical

Add numbers of other emergency services available locally.

Federal Bureau of Investigation (202)324-3000

OCCUPANT EMERGENCY PLAN (Abbreviated)*(This form is provided as a suggested guide for storefront and/or ground level small office space)*

DATE

AGENCY USDA		ADDRESS 501 School Street, SW Washington, DC 20024	
FIRE 911	POLICE 911	MEDICAL ASSISTANCE 911	
FEDERAL PROTECTIVE SERVICE (202) 708-1111		BUILDING MANAGER (202) 554-3715	
OFFICIAL IN CHARGE Neil A. Storms		DUTY PHONE (202) 401-9702	OTHER PHONE

EMERGENCY ORGANIZATION INFORMATION
(Coordinators, Monitors, and Bomb Search Officer)

NAME	DUTY	OFFICE PHONE	OTHER PHONE

EMERGENCY PLAN GUIDANCE**Know Evacuation Routes****Know the Plan of Action**

FIRE OR SMOKE	BOMB THREAT
<ul style="list-style-type: none">Sound building alarm.Call Fire Department <u>911</u>Notify Official in Charge <u>(202) 401-9702</u>Notify Buildings Manager <u>(202) 554-3715</u>Notify Federal Protective Service <u>(202) 708-1111</u>Assist Fire Department.Close windows and doors <i>(Do not lock)</i>	<ol style="list-style-type: none">Record information on back of this form.Notify Official in Charge <u>(202) 401-9702</u>Notify Police <u>911</u>Notify Federal Protective Service <u>(202) 708-1111</u>Notify Buildings Manager <u>(202) 554-3715</u>Search immediate area and public areas for suspicious objects.If suspicious package or bomb found:<ol style="list-style-type: none">Do not touch.Notify Bomb Squad <u>911</u>Evacuate area.
EARTHQUAKE	
<ul style="list-style-type: none">Take cover under table, desk, or in doorway.Do not run outdoors.	
SEVERE WEATHER	CIVIL DISTURBANCE
<ul style="list-style-type: none">Secure objects outside building.Prepare to move to place of safety.Stay away from large windows.For tornado, open windows.Know location of utility shutoff valves and switches.Stay tuned to weather reports.Standby for further instructions.	<ol style="list-style-type: none">Notify official in charge.Secure doors.Notify Police <u>911</u>Notify Federal Protective Service <u>(202) 708-1111</u>Notify Buildings Manager <u>(202) 554-3715</u>

NOTE: In all emergencies, be prepared to assist the handicapped.
Bomb Threat Checklist on Reverse Side

Occupant Information Sheet

Begin with the lowest floor and work upward. Because agencies move, this sheet must be reviewed and updated accordingly.

Primary occupant agency US Department of Agriculture

Number of Federal occupants _____

Number of other occupants n/a

Total occupancy 38

Floor	Occupant	Type of Occupancy	Contact phone number	Uses or stores hazardous materials, other special considerations
First	USDA, Office of Outreach	Offices	(202)720-6350	
Second	USDA, Human Resources Training Div.	Offices & Classrooms	(202)401-9702	
Third	USDA, Conflict Prevention & Restoration Center	Offices	(202)720-7664	
	USDA, Office of the Chief Financial Officer	Offices & Training Room	(202)619-7336	Servers

Building Information Sheet

Building name n/a

Building number Federal ID # 52-1471499

Address 501 School Street, SW Washington, DC 20024

Year building completed 1988

Type of construction Reinforced concrete & block

Number of floors 8

Mezzanine(s) n/a

Basement(s) 2

Gross floor area 7,600 square feet

Net assignable floor area _____ square feet

Government occupied floors 4

Other tenants 4

Fire alarm system and signals yes

Automatic sprinkler system yes

Voice communications systems no

Evacuation Information

Persons Authorized To Order Evacuation

Designated Official Neil A. Storms

Occupant Emergency Coordinator _____

Federal Protective Service Official _____

Building Manager Albert Rivera

Fire Department Official _____ Charge _____

Evacuation Signals

Fire: Describe method of notification for complete or partial

Alarm

Explosion or Gas Leak: Describe method of notification for complete or partial evacuation

Alarm

Suspicious Object: Describe method of notification for complete or partial evacuation

Alarm

Evacuation Information (continued)

Alternate Site (describe or give address)

[The following section contains several horizontal lines representing redacted or illegible information.]

Telephone numbers

Building Reentry

Method of recalling employees:

Verba1

Building entry control method:

Drill Schedule:

Dates:

[illegible]

Rural Development Building Evacuation Procedures

The Rural Development mission area in cooperation with the USDA Office of Operations (OO), the General Service Administration (GSA) and the company that manages the building you occupy (indicate building management if applicable):

Donahoe Real Estate Services
are responsible for the safety and well being of all employees located at: (building address:)

501 School Street, SW

Washington, DC 20024

This occupant evacuation procedure is designed to provide guidance in cases of actual emergency. The Rural Development employees occupying floors in this building location (indicate floors employees occupy):

Will be assisted by occupant emergency teams for each floor Rural Development has employees.

The Occupant Emergency Teams will consist of the following positions:

- Team Leader (management official/supervisor).
- Floor Team Leader (supervisor or appointed employee).
- Stairwell Monitors (appointed employees).
- Disability Monitor (appointed employee).

The Team Leader will serve as the liaison for that building site with Mission Area Support Services Division, Human Resources Division, Safety and Health Manager, building management and emergency personnel. The Team Leader will be responsible for selecting team members and alternates for floor leader, stairwell monitors and disability monitors. Once employees have exited the building due to an emergency they should be directed by the Team Leader to move at least 20 to 40 feet away from the building.

The Floor Team Leader will serve as the primary contact person for over seeing team members from their division and assisting the Team Leader during an actual evacuation/emergency. The Floor Team Leader will maintain a current list of monitors for their division and ensure that any employees with special need concerns have had those issues responded to in advance of a emergency. The Floor Team Leader during an alarm will first verify that all monitors are present, instruct them to their task and go to all

offices and workstations in their division to ensure that all personnel have begun evacuating the building.

The Stairwell Monitor is responsible for supervising the stairwell, holding the door to ensure a steady flow of employee traffic in exiting the building and providing assistance to any employee whom encounters difficulty on the stairwell. There should be at least two (2) Stairwell Monitors for each stairwell exit that exist in the building. The Stairwell Monitor will go immediately to the Stairwell exit, when the alarm sounds. The Stairwell Monitors will be responsible for holding open the exit doors, directing the employees to move quickly out of the exits and/or through the hallway and out of the building. The Stairwell Monitor will remain at their post holding the door open until the last employee has exited and then they will be released by the Floor Team Leader to promptly leave the building.

The Disability Monitor is primarily responsible for providing assistance to any employee in their division who needs assistance in evacuating the building. Employees with disabilities or special needs should be identified immediately and a list of these employees with telephone numbers should be provided to the Human Resources Division and Support Services Division. If circumstances inhibit the Disability Monitor from helping the special needs employee out of the building they should be taken to a safe room especially identified and designed to offer safe retreat until fire/emergency rescue personnel arrive on the scene. There should be at least one (1) Disability Monitor for no more than two (2) special needs employees e.g., (wheelchair bound, blind, hearing impaired, heart condition, asthma, on crouches, or multi disabled. The office manager should immediately identify these employees and provide their names to the Mission Area Safety and Health Manager for evaluation of equipment needs e.g, evacuation chair and/or establishing an emergency safe room for employees who are unable to use the stairwell.

In cases where the employee may need special assistance, the responding Fire Company should be notified in advance and a retrieval target location (safe room) should be established in the building so the employee can be assisted out of the building by trained fire professionals. An alternate Disability Monitor should stay with the employee at the retrieval location until help arrives.

At the moment when an alarm sounds all disabled employees should be escorted first from the building.

At the time of an alarm/emergency the floor team will make certain that all assigned monitors respond promptly to their designated duties. In cases in which a monitor is away from the building or absent the Team Leader will assign a replacement to perform/carry out the duties of that monitor.

The Team Leader will ensure that all employees promptly leave their workstations and exit the building. The Team leader should obtain a copy of the floor plan of the occupied building and familiarize themselves and the team members of all exits leading out of that

building. Once the Evacuation Team has been assembled and this evacuation procedure has been completed and the Fire Company responsible for that building has been identified. A copy of this plan should be provided to the Support Service Division and to Human Resources. Training should be arranged for that Evacuation Team for that building location through the Mission Area Safety and Health Manager.

Safety is each employee's responsibility working together we can ensure that all Rural Development employees will be safe in times of emergency.

Command Centers

Building Name _____

Address _____

Primary Command Center:

Location _____

Telephones _____

Alternate Command Center:

Location _____

Telephones _____

Command Center, Alternate Site:

Location _____

Telephones _____

Command Center Team

(Update as necessary and check quarterly)

Building _____

Address _____

Designated Official:

Title _____

Name of incumbent _____

Telephone: Office _____ Home _____

Occupant Emergency Coordinator:

Title _____

Name of incumbent _____

Telephone: Office _____ Home _____

Floor Team Coordinator:

Title _____

Name of incumbent _____

Telephone: Office _____ Home _____

Command Center Team (continued)

Damage Control Team Coordinator:

Title

Name of incumbent

Telephone: Office

Home

Medical Coordinator:

Title

Name of incumbent

Telephone: Office

Home

Administrative Officer:

Title

Name of incumbent

Telephone: Office

Home

Technical Advisor:

Title

Name of incumbent

Telephone: Office

Home

(List as many technical advisors as are available to cover all contingencies.)

Floor Team—Floor 1

Complete one sheet per floor. Modify the sheet to correspond to your building's unique layout. In particular, appoint as many area and stairwell monitors as your building requires.

Floor Monitor Melvin Weil

Title Division Chief

Telephone (202)720-6350

Skills _____

Area _____ Monitor _____

Title _____

Telephone _____

Skills _____

Area _____

Title _____ Monitor _____

Telephone _____

Skills _____

Stairwell _____ Monitor _____

Title _____

Telephone _____

Skills _____

Stairwell _____ Monitor _____

Title _____

Telephone _____

Skills _____

Monitors for the Handicapped

Monitor _____

Handicapped person/handicap _____

Monitor _____

Handicapped person/handicap _____

Telephone _____

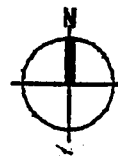
Telephone _____

Telephone _____

Telephone _____

$$\frac{1}{A-1}$$

Scale: $1/8" = 1'-0"$



USDA
OFFICE OF OUTREACH
PHONE LISTING

DIRECTOR'S OFFICE	720-8268, 690-0304, 720-8277
JIMMY FULLER	720-3776
GERALDINE HERRING	720-1637
DARLENE LEVY	720-6081
VACANT	720-3430
LISA MASON	260-3522
JOSE OSEGUEA	720-0589
CHARLES SMITH	720-2299
JANET SWEAT	690-3507
MELVIN WEIL	260-3352
CHARLES WHITAKER	720-6078
SECRETARY VACANT	720-6350, 690-0304

.....
FRONT OFFICE FAX NO. 720-7489

DIRECTOR'S OFFICE FAX NO. 690-2263

WORK ROOM FAX NO. 720-4995
.....

MAILING ADDRESS:

501 SCHOOL STREET, S.W.	OR	1400 INDEPENDENCE AVE., S.W.
SUITE 100		MAIL STOP 1710
WASHINGTON, D.C. 20024		WASHINGTON, D.C. 20250-1710

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Updated 02/05/02

Janet:H:word/Outreach Phone Listing

Floor Team—Floor 2

Complete one sheet per floor. Modify the sheet to correspond to your building's unique layout. In particular, appoint as many area and stairwell monitors as your building requires.

Floor Monitor Sheldon Kantrowitz

Title Employee Development Specialist

Telephone (202)401-9791

Skills _____

Area James MacMaster Monitor _____

Title Employee Development Specialist

Telephone (202)401-9701

Skills _____

Area _____

Title _____ Monitor _____

Telephone _____

Skills _____

Stairwell Monika Kruger Monitor _____

Title Employee Development Specialist

Telephone (202)401-9790

Skills _____

Stairwell Renee Glascon Monitor _____

Title Employee Development Specialist

Telephone (202)401-9705

Skills _____

Monitors for the Handicapped

Monitor _____

Gerald Wenham

Handicapped person/handicap _____

Classroom Students (as necessary)

Monitor _____

Handicapped person/handicap _____

Telephone _____

(202)401-9704

Telephone _____

Telephone _____

Telephone _____

USDA, RD, HRTD
501 School Street
2nd Floor, Suite 200
Washington, DC
20024

Phone &
Computer
Room

Computer
Training
Room

Neil
Storms

Monika
Kruger

Sheldon
Kantrowitz

Video
Conference
Room

Conference
Room
A

Conference
Room
B

Breakout
Room

Lounge

Gerard
Wenham

G. Renee
Glascon

Jim
MacMaster

Copier

Patch
Panel
Room

Elevator

Elevator

Elevator

Stairs

Stairs

Women

Men

W

Floor Team—Floor 3

Complete one sheet per floor. Modify the sheet to correspond to your building's unique layout. In particular, appoint as many area and stairwell monitors as your building requires.

Floor Monitor Lawrence Albert

Title Conflict Management Specialist

Telephone (202) 205-3959

Skills _____

Area _____ Monitor _____

Title _____

Telephone _____

Skills _____

Area _____

Title _____ Monitor _____

Telephone _____

Skills _____

Stairwell John Conbere Monitor _____

Title Deputy Director, Conflict Prevention & Restoration Center

Telephone (202) 720-6440

Skills _____

Stairwell _____ Monitor _____

Title _____

Telephone _____

Skills _____

Monitors for the Handicapped

Monitor _____

Handicapped person/handicap _____

Monitor _____

Handicapped person/handicap _____

Telephone _____

Telephone _____

Telephone _____

Telephone _____

Floor Team/ 3 Floor (continued)
(Elevator Monitors)

Complete a sheet of elevator monitors for each floor where elevators may be captured. Buildings with automatic elevator-capturing systems will need elevator monitors only for the floor where elevators are captured.

Elevator Clara Gaines Patterson Monitors _____
Telephone (202) 205-3967

Elevator _____ Monitors _____
Telephone _____

Elevator _____ Monitors _____
Telephone _____

Elevator _____ Monitors _____
Telephone _____

Elevator _____ Monitors _____
Telephone _____

Elevator _____ Monitors _____
Telephone _____

Elevator _____ Monitors _____
Telephone _____

Elevator _____ Monitors _____
Telephone _____

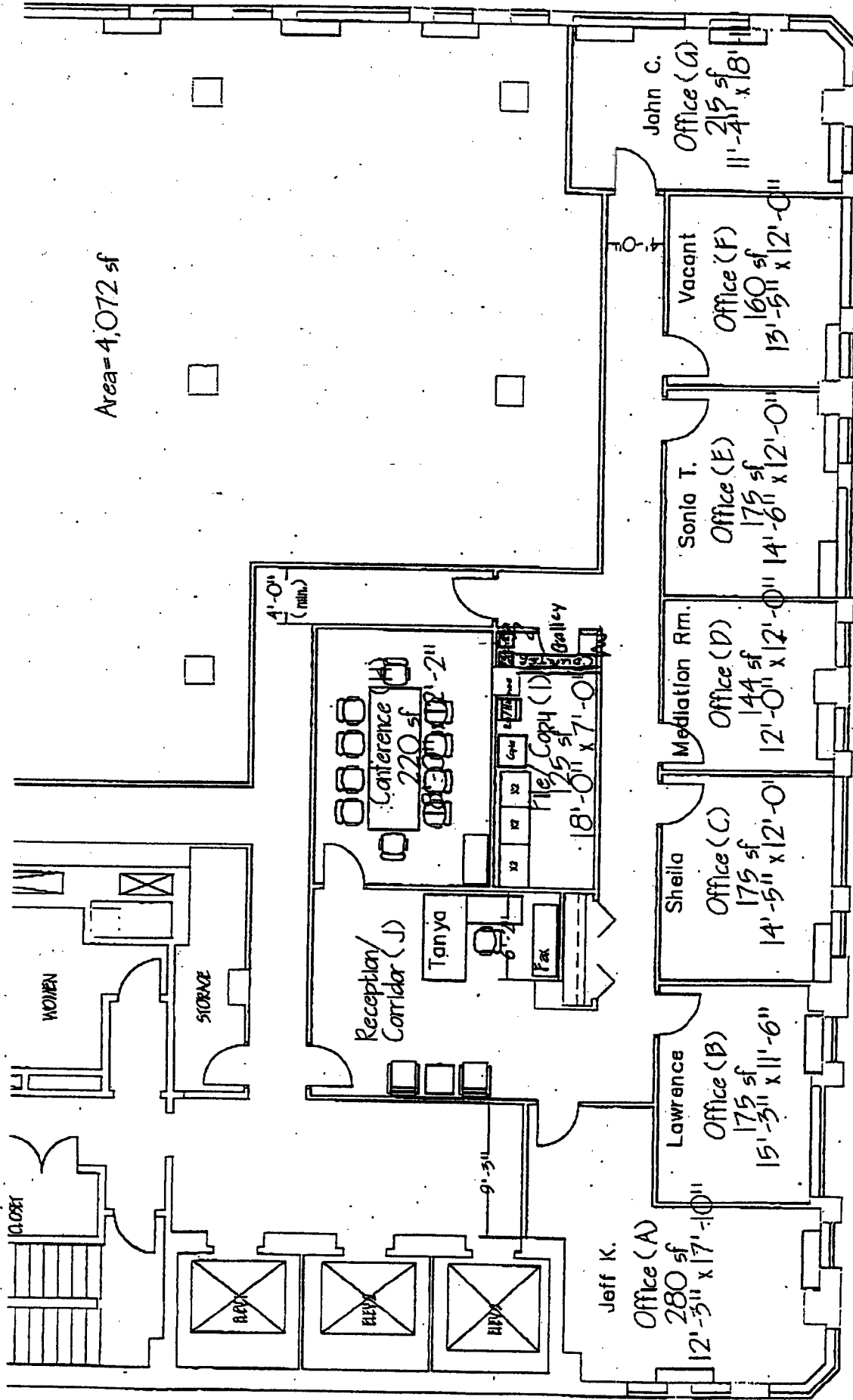
Elevator _____ Monitors _____
Telephone _____

Elevator _____ Monitors _____
Telephone _____

Elevator _____ Monitors _____
Telephone _____

Elevator _____ Monitors _____
Telephone _____

ATTACHMENT A



501 School Street
 3rd Floor
 CPRC Area=2,428 sf

United States Department of Agriculture
 CPRC Existing Space Plan

Floor Team—Floor 3

SUITE 302

Complete one sheet per floor. Modify the sheet to correspond to your building's unique layout. In particular, appoint as many area and stairwell monitors as your building requires.

Floor Monitor Wendy Snow

Title Associate Chief Financial Officer for Financial Systems

Telephone (202)619-7636 Cell (202)258-2281

Skills _____

Area _____ Monitor _____

Title _____

Telephone _____

Skills _____

Area _____

Title _____ Monitor _____

Telephone _____

Skills _____

Stairwell Robert Chaddendon Monitor _____

Title Computer Specialist

Telephone (202) 619-7630 Cell (202) 257-7429

Skills _____

Stairwell Jon Holladay Monitor _____

Title Director, Architecture & Policy Division

Telephone (202)619-7641 Cell (202) 258-2280

Skills _____

Monitors for the Handicapped

Monitor _____

Donnie Holmes

Handicapped person/handicap _____

Beverly Washington/Difficulty Walking

Monitor _____

Handicapped person/handicap _____

Telephone _____

(202)619-7644

Telephone _____

(202)619-7642

Telephone _____

Telephone _____

Floor Team/ SUITE 302 Floor (continued)
(Elevator Monitors)

Complete a sheet of elevator monitors for each floor where elevators may be captured. Buildings with automatic elevator-capturing systems will need elevator monitors only for the floor where elevators are captured.

Elevator Donnie Holmes Monitors

Telephone (202)619-7644

Elevator Monitors

Telephone

Elevator Monitors

Telephone

Elevator Monitors

Telephone

Elevator Monitors

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Elevator Monitors

Telephone

EVACUATION PROCEDURES - ACFO - FS - School St. Facility

Suite 302

How You Will Be Notified

School Street Building Alarm or Verbal notification

What You Must Do

Leave School Street, Suite 302 by nearest exit and proceed to St. Dominick's Catholic Church at 6th St. on the side of the church away from DOT.

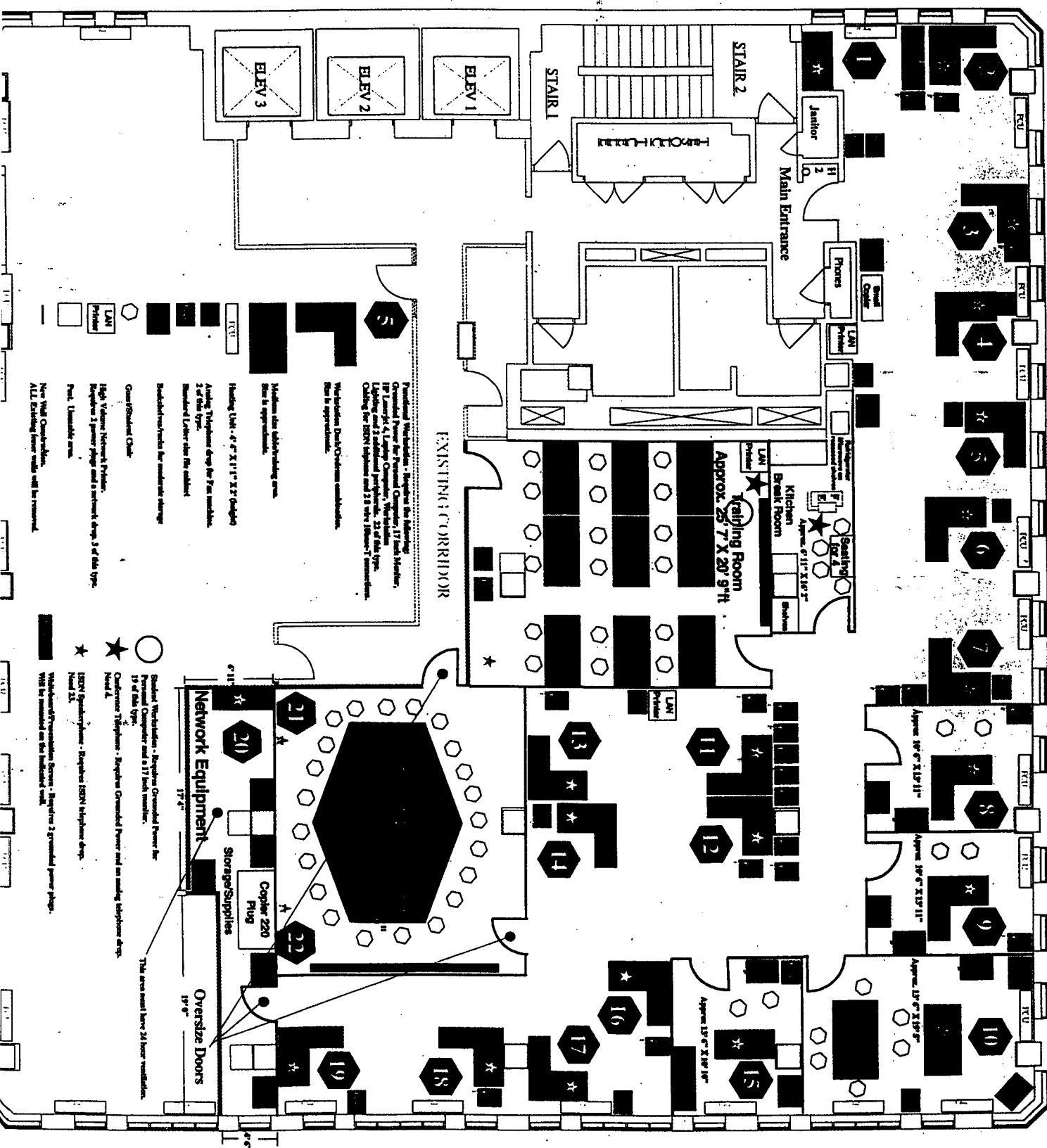
Buddies will assist disabled individuals move to the nearest elevator.

Follow Instructions from Division Directors.

Attendance will be taken by your Division Director/Team Leader.

DO NOT leave the designated site until directed.

Monitor for change in School Street operational status by the USDA Emergency Operations Center, going to or listening to the media.



Evacuation/Bomb Search Chart

Building _____ Date _____

Floor/Area	TIME		Remarks
	Evacuated	Searched	

NOTE: This chart provides a useful tool for reviewing the effectiveness of an evacuation and/or search. Remarks may include who searched the floor or area, where persons were relocated, and any unusual circumstances encountered.

TELEPHONE BOMB THREAT CHECKLIST
Important: REMAIN CALM

CODE NUMBER _____

SECTION I - INSTRUCTIONS

Follow instructions received from your supervisor, Federal Protective Officer, or the designated official.

2. If you are ordered to evacuate, take with you any drafts, forms, or reports you may have prepared regarding the threat.

SECTION II - PERTINENT DATA

TIME BOMB IS SET TO EXPLODE

_____ a.m.

_____ p.m.

4. LOCATION OF BOMB

a. Building _____

b. Floor _____

c. Area _____

DESCRIBE TYPE OF BOMB

5. EXPLAIN WHY CALLER WISHES TO INJURE OR KILL INNOCENT PERSONS

DID CALLER INDICATE KNOWLEDGE OF THE FACILITY?

☐ NO

☐ YES (Explain) _____

SECTION III - DESCRIPTION OF CALLER'S VOICE

☐ MALE

☐ FEMALE

☐ YOUNG

☐ OLD

☐ MIDDLE-AGED

☐ CALM

☐ NERVOUS

☐ REFINED

☐ ROUGH

☐ ACCENT

☐ SPEECH IMPEDIMENT

(Describe) _____

EXACT WORDS OF CALLER

DO YOU RECOGNIZE VOICE?

☐ NO

☐ YES (Whose voice is it?) _____

SECTION IV - BACKGROUND NOISE

☐ TRAFFIC

☐ HORNS

☐ WHISTLES

☐ MUSIC

☐ BELLS

☐ AIRCRAFTS

☐ TAPE RECORDER

☐ MACHINERY

☐ RUNNING MOTOR (Type) _____

☐ OTHER _____

SECTION V - TELEPHONE LINE DATA

1. LINE ON WHICH CALL WAS RECEIVED

☐ LISTED NUMBER?

☐ UNLISTED NUMBER?

2. IS THIS A NIGHT NUMBER?

☐ NO

☐ YES (Whose number?) _____

3. HAS A BOMB THREAT CALL BEEN PREVIOUSLY RECEIVED ON THIS NUMBER?

☐ NO

☐ YES (Explain) _____

SECTION VI - REPORTING OF THREAT

(Caution: DO NOT TALK TO OTHERS about incident.)

1a. NAME OF PERSON RECEIVING CALL

DIVISION AND TELEPHONE NUMBER

2. REPORT THREAT TO:

a. FEDERAL PROTECTIVE SERVICE DIVISION

b. DESIGNATED OFFICIAL

c. BUILDINGS MANAGER

c. TIME AND DATE CALL RECEIVED

Damage Control Team

In Federally owned buildings, this team would include the Building Manager's personnel. In leased facilities, it would include the building operator's personnel. Additional teams may be required for large buildings.

Leader _____

Telephone _____ Work hours _____

Alternate _____

Telephone _____ Work hours _____

Name _____

Telephone _____ Work hours _____

Skills _____

Name _____

Telephone _____ Work hours _____

Skills _____

Name _____

Telephone _____ Work hours _____

Skills _____

Name _____

Telephone _____ Work hours _____

Skills _____

Name _____

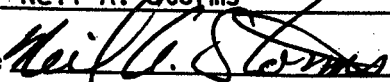
Telephone _____ Work hours _____

Skills _____

Responsible Officials' Sign-Off Sheet

By their signatures below, the following officials certify that they have participated in the development of this Occupant Emergency Plan and fully understand the procedures to be followed in an emergency affecting the facility and employees for which they are responsible.

Designated Official:

Name Neil A. Storms Johanna Farrell (Acting)
Signature 
Title Director, Human Resources Training Division

Building Manager:

Name Albert Rivera

Signature 

Tenant Agencies:

Agency USDA, Office of Outreach

Ranking Official Melvin Weil

Signature 

Agency USDA, Rural Development, Human Resources Training Div.

Ranking Official Neil A. Storms

Signature _____

Agency USDA, Conflict Prevention & Restoration Center

Ranking Official Jeffrey Krishkowsky

Signature 

Agency USDA, Office of the Chief Financial Officer

Ranking Official Wendy Snow

Signature 

Physical Security Specialist:

Name _____

Signature _____

Emergency Telephone Numbers (continued)**Medical, On-Site:**Health Unit U.S. Department of Housing and Urban Dev. (202) 708-4265 Rm. 7239Doctors N/ANurses N/AFirst Aid/CPR N/A

(See also Floor Team lists)

Medical, Off-Site:

Hospital _____

Ambulance 911

Doctors _____

Paramedical _____

Add numbers of other emergency services available locally.

Federal Bureau of Investigation (202) 324-3000

Occupant Information Sheet

Begin with the lowest floor and work upward. Because agencies move, this sheet must be reviewed and updated accordingly.

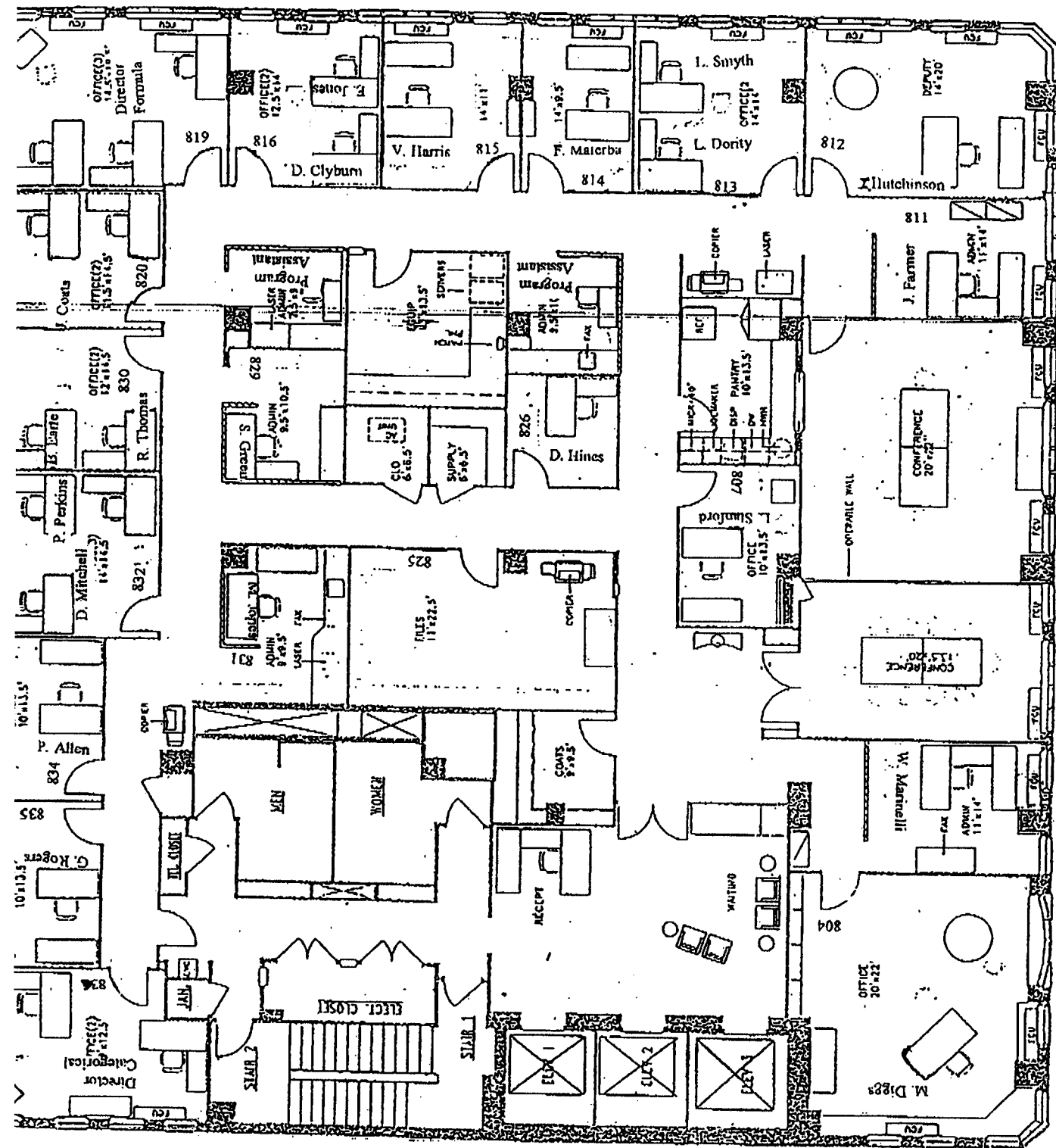
Primary occupant agency US Department of Agriculture

Number of Federal occupants _____

Number of other occupants n/a

Total occupancy 38

Floor	Occupant	Type of Occupancy	Contact phone number	Uses or stores hazardous materials, other special considerations
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Second	USDA, Human Resources Training Div.	Offices & Classrooms	(202)401-9702	
Third	USDA, Conflict Prevention & Restoration Center	Offices	(202)720-7664	
	USDA, Office of the Chief Financial Officer	Offices & Training Room	(202)619-7336	Servers
Eight	HUD, Grants Management Center	Offices	(202) 358-0273	



MANAGEMENT
STAIRS

Responsible Officials' Sign-Off Sheet

By their signatures below, the following officials certify that they have participated in the development of this Occupant Emergency Plan and fully understand the procedures to be followed in an emergency affecting the facility and employees for which they are responsible.

Designated Official:

Name _____

Signature _____

Title _____

Building Manager:

Name _____

Signature _____

Tenant Agencies:

Agency HUD, Grants Management Center

Ranking Official Michael E. Diggs, Director

Signature 

Agency _____

Ranking Official _____

Signature _____

Agency _____

Ranking Official _____

Signature _____

Agency _____

Ranking Official _____

Signature _____

Physical Security Specialist:

Name _____

Signature _____

Floor Team—Floor

8

Complete one sheet per floor. Modify the sheet to correspond to your building's unique layout. In particular, appoint as many area and stairwell monitors as your building requires.

Floor Monitor Denise Clyburn

Title Program Analyst

Telephone (202) 358-0289 ext. 7643

Skills _____

Area Dorothy C. Mithcell

Monitor _____

Title Grant Administrator

Telephone (202) 358-0258 ext. 4205

Skills _____

Area _____

Title _____ Monitor _____

Telephone _____

Skills _____

Stairwell Paula Perkins

Monitor _____

Title Grant Administrator

Telephone (202) 358-0258 ext. 7657

Skills _____

Stairwell Wanda L. Marinelli

Monitor _____

Title Staff Assistant

Telephone (202) 358-0345 ext. 7631

Skills _____

Monitors for the Handicapped

Monitor _____ Telephone _____

Handicapped person/handicap _____ Telephone _____

Monitor _____ Telephone _____

Handicapped person/handicap _____ Telephone _____